

SCAO Approved Court Forms - New and Revised

The following SCAO Approved court forms were distributed to courts and printers in January and March of 2006.

The following forms contain a revision date of 11/05 unless noted otherwise. Previous versions of these forms can be used until stock is depleted except those with an asterisk.

JC Forms

JC 01, **Complaint (Request for Action, Delinquency Proceedings)**

JC 02, **Complaint (Request for Action, Child Protective Proceedings)**

JC 04a, **Petition (Delinquency Proceedings)**

JC 04b, **Petition (Child Protective Proceedings)**

*JC 05a, **Order to Apprehend and Detain (Delinquency Proceedings)** (rev. 1/06)

*JC 05b, **Order to Take Child(ren) into Protective Custody (Child Protective Proceedings)**
(rev. 1/06)

JC 06, **Waiver of Attorney or Request for Appointment of Attorney**

JC 08, **Bond for Appearance**

JC 09 **DELETED**

*JC 10, **Order After Preliminary Hearing/Inquiry (Delinquency Proceedings)** (rev. 1/06)

JC 11 **MERGED WITH JC 11a**

*JC 11a, **Order After Preliminary Hearing (Child Protective Proceedings)** (rev. 1/06)

*JC 11b, **Order After Pretrial Hearing (Child Protective Proceedings)** (rev. 2/06)

JC 13 **DELETED**

*JC 14, **Order of Disposition (Delinquency Proceedings)** (rev. 1/06)

*JC 17, **Order of Disposition (Child Protective Proceedings)** (rev. 2/06)

*JC 19, **Supplemental Order of Disposition Following Review Hearing (Child Protective Proceedings)** (rev. 1/06)

JC 20, **Summons: Order to Appear (Delinquency Proceedings)**

JC Forms, continued

JC 21, **Summons: Order to Appear (Child Protective Proceedings)**

JC 23, **Waiver of Summons/Notice of Hearing**

*JC 25, **Order of Disposition, Commitment or Referral to Department of Human Services (Delinquency Proceedings)** (rev. 1/06)

JC 26 **MERGED WITH JC 17**

JC 32, **Publication of Hearing**

JC 36, **Request and Order Terminating Court Jurisdiction**

JC 41, **Motion and Order to Close Proceedings to Public**

JC 44, **Advice of Rights After Order Terminating Parental Rights (Juvenile Code)**

JC 49, **Order of Adjudication (Child Protective Proceedings)** (rev. 2/06)

JC 50, **Request for Confidentiality**

JC 52, **Motion and Order for Modification or Cancellation of Minimum State Costs Owed**

JC 53, **Notice to Putative Father**

JC 54, **Motion and Order for Modification or Cancellation of Restitution Owed**

*JC 57, **Supplemental Order of Disposition Following Review Hearing (Delinquency Proceedings)** (rev. 1/06)

*JC 59, **Order of Adjudication (Delinquency Proceedings)** (rev. 1/06)

*JC 63, **Order Terminating Parental Rights (Child Protective Proceedings)** (rev. 1/06)

JC 63a, **Order Following Permanency Planning Hearing, Post-Termination (Child Protective Proceedings)** (rev. 1/06)

*JC 64, **Order Following Permanency Planning Hearing, Pre-Termination (Child Protective Proceedings)** (rev. 1/06)

JC 66, **Application to Set Aside Adjudication and Order**

JC 68, **Order After Designation Hearing**

JC 70, **Judgment of Conviction (Designated Case)**

JC 71, **Judgment of Sentence/Commitment to Jail (Designated Case)**

JC Forms, continued

JC 72, **Judgment of Sentence/Commitment to Department of Corrections (Designated Case)**

JC 73, **Order Delaying Sentence (Designated Case)**

JC 74, **Order of Probation (Designated Case)**

*JC 76, **Order After Post-Termination Review/Permanency Planning Hearing (Child Protective Proceedings)** (rev. 1/06)

JC 81, **Request and Order for Court-Appointed Appellate Counsel**

JC 82, **Affidavit of Service Performed by Lawyer-Guardian Ad Litem**

JC 83, **Affidavit of Efforts to Locate Absent Parent** (rev. 8/05)

JC 84, **Claim of Appeal and Order Appointing Appellate Counsel**

JC 85, **Order Denying Appointment of Appellate Counsel**

JC 86, **Order After First-Phase Hearing to Waive Jurisdiction**

JC 87, **Order After Second-Phase Hearing to Waive Jurisdiction**

JC 88, **Order Appointing Next Friend (Personal Protection Proceedings)**

Miscellaneous Family Division Forms

PC 100, **Petition for Emancipation**

PC 101, **Order Following Hearing on Petition for Emancipation** (3/06)

PCA Forms

PCA 301, **Petition for Adoption** (3/06)

PCA 301a, **Petition for Direct Placement Adoption** (3/06)

PCA 302, **Supplemental Petition and Affidavit to Terminate Parental Rights of Noncustodial Parent**

PCA 305, **Release of Child by Parent**

PCA 306, **Release of Child by Child Placing Agency**

PCA 308, **Consent to Adoption by Parent**

PCA 316, **Notice to Putative Father and Custody Statement**

**CHANGES TO JUVENILE COURT FORMS
ORDERS FOR DELINQUENCY PROCEEDINGS**

- JC 05a Order to Apprehend and Detain (Delinquency Proceeding/Minor Personal)**
added reference to referee in item 2
- JC 10 Order After Preliminary Hearing/Inquiry (Delinquency/Personal Protection)**
added option for adjournment in item 4a, revised item 11 for ASFA requirements, and corrected punctuation/spelling
- JC 14 Order of Disposition (Delinquency Proceedings)**
changed item 4, corrected cross-reference in Note on page 2, changed item 11 slightly, revised item 12 for ASFA requirements, and corrected some punctuation
- JC 25 Order of Disposition, Commitment or Referral to Department of Human Services (Delinquency Proceedings)**
corrected references to DHS, changed item 11 slightly, revised item 12 for ASFA requirements, and corrected some punctuation
- JC 57 Supplemental Order of Disposition Following Review Hearing (Delinquency Proceedings)**
added option for probation violation hearing in item 3, corrected references to DHS, changed item 12 slightly, and revised item 14 for ASFA requirements
- JC 59 Order of Adjudication (Delinquency Proceedings)**
changed item 4, added lines to item 5, added option for good cause in item 9, revised item 8 for ASFA requirements, and corrected some punctuation

CHANGES TO JUVENILE COURT FORMS

Some of the forms design standards changed (such as the case entitlement). As a result, all of the forms incurred minor changes in addition to the specific changes stated below.

JC 01 Complaint (Request for Action–Delinquency)

Redesigned for use only in delinquency proceedings

JC 02 Complaint (Request for Action–Child Protective)

Redesigned for use only in child protective proceedings

JC 04a Petition (Delinquency Proceedings)

Redesigned for use only in delinquency proceedings

JC 04b Petition (Child Protective Proceedings)

Redesigned for use only in child protective proceedings

JC 06 Waiver of Attorney or Request for Appointment of Attorney

Split item 2 into two options

JC 08 Bond for Appearance

Removed reference to preliminary hearing in item 3 and updated item 3a.

JC 20 Summons: Order to Appear (Delinquency Proceedings)

Removed field for police report number, removed option for probation violation (can use “other” instead if JC 80 is not used), and corrected notarization

JC 21 Summons: Order to Appear (Child Protective Proceedings)

Removed “court use only” box, added space in item 4, and corrected notarization

JC 23 Waiver of Summons/Notice of Hearing

Added a caption to line 2, removed options from item 4, reworded item 6, and added cite to foot of form

JC 32 Publication of Hearing

Added a note to preparer and added line for judge’s name in the notice

CHANGES TO JUVENILE COURT FORMS (continued)

JC 36 Request and Order Terminating Court Jurisdiction

Changed spacing in items 2d and 2e

JC 41 Motion and Order to Close Proceedings to Public

Added JIS code

JC 44 Advice of Rights After Order Terminating Parental Rights (Juvenile Code)

Revised item 3c, corrected references to DHS, corrected cites at foot of form, and changed Request on the back

JC 50 Request for Confidentiality

Corrected a typographical error in item 4, added JIS code, and corrected notarization

JC 52 Motion and Order for Modification or Cancellation of Minimum State Costs Owed

New form

JC 53 Notice to Putative Father

Removed lead-in statement, combined items 6 and 7, replaced proof of service with note, and added JIS code

JC 54 Motion and Order for Modification or Cancellation of Restitution Owed

Replaced the term “dismissed” with “denied” in item 9 and added JIS code

JC 66 Application to Set Aside Adjudication and Order

Removed the field for police report number, corrected notarization, corrected address for Attorney General on back of form, and added JIS code

JC 68 Order After Designation Hearing

Removed item 6, combined old item 7 with item 8, renumbered form, and added JIS code

JC 70 Judgment of Conviction (Designated Case)

Revised item 5

CHANGES TO JUVENILE COURT FORMS (continued)

JC 71 Judgment of Sentence/Commitment to Jail (Designated Case)

Corrected cites in items 4, 5, and 8, added parenthetical statement to item 7, revised item 13, and moved check box in item 15

JC 72 Judgment of Sentence/Commitment to Department of Corrections (Designated Case)

Corrected cites in items 4, 5, and 8, added parenthetical statement to item 7, and revised item 14

JC 73 Order Delaying Sentence (Designated Case)

Corrected cites in items 4, 5, and 8, added parenthetical statement to item 7, replaced reference to FIA with DHS in item 13, and revised item 15

JC 74 Order of Probation (Designated Case)

Removed information about deferred judgment in the “Offense(s)” box, in item 6, and at foot of form

JC 81 Request and Order for Court-Appointed Appellate Counsel

Replaced reference to FIA with DHS and added JIS code

JC 82 Affidavit of Service Performed by Lawyer-Guardian Ad Litem

Changed “and observed” to “or observed” in item 2 and in statement above signature lines, corrected notarization, and removed MCR 3.916 from foot of form

JC 83 Affidavit of Efforts to Locate Absent Parent

Added check boxes to item 2, added item 2h, renumbered form, and corrected notarization

JC 84 Claim of Appeal and Order Appointing Appellate Counsel

Revised to deny appellate counsel when individual not indigent but to enter claim when request was timely

JC 85 Order Denying Appointment of Appellate Counsel

New form

JC 86 Order After First-Phase Hearing to Waive Jurisdiction

New form

CHANGES TO JUVENILE COURT FORMS (continued)

JC 87 Order After Second-Phase Hearing to Waive Jurisdiction

New form

JC 88 Order Appointing Next Friend (Personal Protection Proceedings)

New form

CHANGES TO ADOPTION AND OTHER FAMILY DIVISION FORMS

Some of the forms design standards changed (such as the case entitlement). As a result, all of the forms incurred minor changes in addition to the specific changes stated below.

PCA 301 Petition for Adoption

Removed social security number

PCA 301a Petition for Direct Placement Adoption

Removed social security number

PCA 302 Supplemental Petition and Affidavit to Terminate Parental Rights of Noncustodial Parent

Corrected notarization

PCA 305 Release of Child by Parent

Corrected notarization

PCA 306 Release of Child by Child Placing Agency

Corrected notarization

PCA 308 Consent to Adoption by Parent

Corrected notarization

PCA 316 Notice to Putative Father and Custody Statement

Replaced witness lines with notarization

PC 100 Petition for Emancipation

Corrected notarization

PC 101 Order Following Hearing on Petition for Emancipation

Corrected typographical error in item 7